

**Minutes  
Executive Committee Meeting  
Board of Directors of the Virginia Economic Development Partnership Authority  
September 13, 2023  
3:45 p.m.**

**901 East Cary Street  
One James Center, Board Room, 9<sup>th</sup> Floor  
Richmond, VA 23219**

**Welcome and Call to Order**

The meeting was called to order at 3:50 p.m. by Acting Chair John Hewa, who noted that a quorum was present.

The Committee approved the virtual participation of Bill Hayter pursuant to subdivision B (1) of Section 2.2-3708.3 of the Code of Virginia and the Committee's policy adopted pursuant to subsection D of Section 2.2-3708.3 of the Code of Virginia. Bill Hayter participated remotely from his home due to a temporary medical condition that prevented his physical attendance.

In-Person Committee Members: Carrie Chenery, Secretary Cummings, Rick Harrell, John Hewa, Secretary Caren Merrick, Marianne Radcliff, and Nick Rush

Virtual Committee Members: Bill Hayter

Committee Members Absent: None

Other In-Person Board Members: Mimi Coles, Pace Lochte, Will Sessoms, and Steven Stone

Other Virtual Board Members: April Kees

In-Person VEDP Staff Members: Greg Burkart, Nicole David, David Devan, Jason El Koubi, Stef Florie, Chris Hughes, Debbie Melvin, Nicole Riley, Tim Stuller, Lisa Wallmeyer, and Summer Xia

Virtual VEDP Staff Members: Carrie Vuori

In-Person Guests: Kendra Shifflett

Virtual Guests: Kim McKay

**Public Comment Period**

Acting Chair Hewa solicited public comments. There were none.

**Approval of Minutes for 06/07/23 Meeting**

Acting Chair Hewa asked for approval of the minutes from the June 7, 2023, Committee meeting. A motion was made by Mr. Harrell and seconded by Ms. Chenery and the motion was unanimously approved.

**President’s Report**

Acting Chair Hewa introduced Mr. El Koubi to deliver the President’s Report.

Mr. El Koubi explained that he would provide a brief overview of his report and would deliver the full report during the Board meeting on September 14.

Mr. El Koubi shared that one of the biggest updates since the last Committee meeting is that Greg Burkart is officially on board as VEDP’s Executive Vice President. Mr. El Koubi recognized Mr. Burkart’s attendance at the meeting. Mr. El Koubi said that Mr. Burkart’s leadership has made a big difference and has helped to guide much of the progress reflected in the great work of the VEDP staff that the Board is being briefed on this week.

Acting Chair Hewa said that the Board will look forward to Mr. El Koubi’s full report during the Board meeting.

**Closed Meeting:**

A motion was made by Mr. Rush and seconded by Ms. Chenery to move into a closed meeting. The motion shown below was unanimously approved by the members.

I move that the Executive Committee convene a closed meeting to discuss specific marketing strategies pursuant to Subdivision A 50 of §2.2-3711 of the Code Virginia, which allows for the discussion of activities related to the strategic plan that would reveal to the Commonwealth’s competitors for economic development projects the strategies intended to be deployed by the Commonwealth.

Acting Chair Hewa allowed VEDP staff and legislative guests to stay for the closed meeting.

**Back in Open Meeting, Certification of Closed Meeting – Followed by a Roll Call vote:**

Upon the vote:	Mr. Hayter	Aye
	Ms. Chenery	Aye
	Secretary Cummings	Absent for the vote
	Mr. Harrell	Aye
	Mr. Hewa	Aye
	Secretary Merrick	Aye
	Ms. Radcliff	Aye
	Mr. Rush	Absent for the vote

**Next Meeting and Adjournment**

Chair Hayter thanked Mr. Hewa for serving as Acting Chair for the meeting.

The next meeting of the Executive Committee will be held on December 6, 2023, exact time TBD. There being no further business, the meeting was adjourned at 4:42 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Nicole David". The signature is written in a cursive, flowing style.

Nicole David  
Acting Recording Secretary